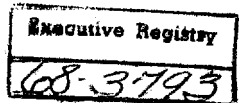


SECRET



8 August 1968

MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT : Report of Cable Secretariat Operations  
1 - 31 July 1968

1. Cables Processed

A. The combined work units of CIA and non-CIA cables totaled 65,409 items broken down as follows:

CIA IN	20,719
CIA OUT	8,443
Miscellaneous (including Archives 668)	5,113
Non-CIA	31,114
Total	65,409

B. CIA IN and OUT cables totaled 198,445 for 1 January - 31 July 1968, a decrease of 8% compared with the same period in 1967 (214,694) and 9% more than the same period in 1963 (181,338).

C. Non-CIA cables for 1 January - 31 July 1968 totaled 212,837, an increase of 8% over the same period in 1967 (196,452) and 103% more than the same period in 1963 (104,656).

D. Work units totaled 445,489 for 1 January - 31 July 1968 which is 1/2% less than the same period in 1967 (447,393) and 39% more than the same period in 1963 (319,410).

E. 1,692 cables or 3% of all cables processed were furnished to the Director, as compared to 1,496 or 2.5% for June 1968.

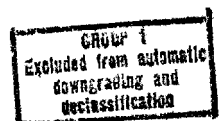
2. Personnel

During the month we gained one person. This leaves us with a strength of [REDACTED] three short of our T/O of [REDACTED]

25X1A

25X1A

SECRET



**SECRET**3. General

A. Debugging of our Keytronic Sorter continued with good progress being made late in the month after a number of faulty elements were identified and replaced. This, together with our developing skill in clearing minor malfunctions without service calls, decreased "down time" to reasonable levels for the first time. For the period 24 - 31 July we processed 115,000 copies through the Sorter. This is an average, excluding one Sunday, of 16,500 copies a day. Down time averaged one hour per day and we made only one service call. At present the Sorter is limited to handling one and two page items only. Some modifications of equipment are necessary before we can use the Sorter for messages of more than two pages. Parts are on order and will be installed shortly after which we should be able to increase considerably the number of items suitable for processing on the Sorter. Our tentative target for satisfactory performance of the equipment is to process 30,000 copies a day for a ten day period with no more than one hour a day down time nor more than one service call. Attached is a picture of our Sorter.

25X1A

(B) On 23 July, [REDACTED] and I visited the JCS - NMCC Message Center which has just recently undergone extensive renovation in preparation for automatic message processing. We discussed a number of mutual dissemination/reproduction problems with the Chief of the Center, Lt. Col. J. S. Purdom, USAF, and were given a tour of the Center by Major A. K. Ono, his Chief of Operations. Their methods, procedures, and problems are remarkably similar to our own. They operate around the clock with a staff of 140 officers and enlisted men drawn from Army, Air, Navy, and Marine Services. Their message volume is approximately the same as ours, 2,500 - 3,000 messages per day. We were also shown their automated processing system, much of the hardware of which is in place and being tested pending receipt in September of the final equipment to complete the system. They plan to become fully operational in January 1969. I understand the Automated Message Processing System (AMPS) with which I worked at Ft. Richie during my two weeks active duty in 1965 was returned to Burroughs Corporation for refurbishing. The system after return from Burroughs instead of going back to Ft. Richie was diverted to the NMCC in the Pentagon.

*we handle same volume with 30% fewer people.*

25X1A

[REDACTED]  
Cable Secretary

Attachment  
As stated

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Cable Secretary

EXTENSION

5838

NO.

DATE

8 August 1968

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Executive Director-  
Comptroller

8/8

8/23

HWR

2.

3.

4.

5.

6.

7.

8. Cable Secretary  
1A-53 Hqs.

HWR

9.

10.

11.

12.

13.

14.

15.

I'm glad you're getting out to see other facilities and hope you will continue to do this. We don't have a monopoly on good ideas and we should be aggressive in looking for them.

HWR

FRR H  
MFC-MFC

FYI - Please be alert to opportunities to visit other facilities. Incl in next report visit to NSA + also research on discussion re CCC.

PS  
Pls return pictures to me. H

FORM 3-62

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610

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